



BASSETLAW

DISTRICT COUNCIL
NORTH NOTTINGHAMSHIRE

PARISH COUNCILS LIAISON GROUP

AGENDA

Meeting to be held in

The Ceres Suite,

Town Hall, Worksop,

on

Wednesday, 19th January 2011

at

7.00 p.m.

(Please note time and venue)

**(Please turn off mobile telephones during meetings - In case of emergency
Members can be contacted on the Council's mobile telephone)**

Bassetlaw - Serving North Nottinghamshire

District Council Offices, Potter Street, Worksop, Notts. S80 2AH.

PARISH COUNCILS LIAISON GROUP

Membership 2010/11

Councillors H. M. Brand, R. B. Carrington-Wilde, D. Challinor, G. Freeman,
M. T. Gray, D A Hare, F. Hart, J. B. Rickells, Miss M. Stokes

Substitute Members: Any Member

Quorum: 3 Members

Lead Officer for this Meeting

Mr. S. B. Brown - Ext. 3767

Administrator for this Meeting

Mrs. J. A. Hamilton - Ext. 3146

PARISH COUNCILS LIAISON GROUP

Wednesday, 19th January 2011

AGENDA

1. SUSPENSION OF COUNCIL PROCEDURE RULES FOR 15 MINUTES TO ALLOW QUESTIONS
2. APOLOGIES FOR ABSENCE
3. DECLARATIONS OF INTEREST BY MEMBERS AND OFFICERS
(Members' and Officers' attention is drawn to the attached notes and form)
 - (a) Members
 - (b) Officers
4. MINUTES OF MEETING HELD ON 13TH OCTOBER 2010 * (pages 1-4)
5. MINUTES FOR ACTION AND IMPLEMENTATION * (pages 5-6)
6. OUTSTANDING MINUTES LIST * (page 7)

SECTION A – ITEMS FOR DISCUSSION IN PUBLIC

Key Decisions

None.

Other Decisions

7. ITEMS FROM PARISH COUNCILS +
 - (a) Localism Bill – Impact for Parish Councils
 - (b) Parish Charter – Review
8. ITEMS SUBMITTED BY BASSETLAW DISTRICT COUNCIL *
 - (a) Local Development Framework Update – January 2011 (pages 9-11)

Exempt Information Items

The press and public are likely to be excluded from the meeting during the consideration of the following items in accordance with Section 100A(4) of the Local Government Act 1972.

SECTION B - ITEMS FOR DISCUSSION IN PRIVATE

Key Decisions

None

Other Decisions

None

9. ANY OTHER BUSINESS WHICH THE CHAIRMAN CONSIDERS TO BE URGENT

- * Report attached
- + Verbal report

NOTES:

1. The papers enclosed with this Agenda are available in large print if required.
 2. Copies can be requested by contacting us on 01909-533146 or by e-mail julie.hamilton@bassetlaw.gov.uk
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DECLARATION OF INTERESTS

HOW TO USE THIS FORM

There are now only two types of Declaration of Interest:

Level 1 – Personal)	Details can be found in the Councillors Code of Conduct which is contained in the Council's Constitution (a summary is printed below)
)	
Level 2 – Personal and Prejudicial)	

Upon receipt of the attached form you will need to enter the name and date of the Committee and your own name. By looking at the Agenda you will no doubt know immediately which Agenda Items will require you to make a Declaration of Interest.

Fill in the Agenda Item number in the first column of the form.

Enter the subject matter and any explanations you may wish to add in the second column.

In the third column you will need to enter **either** level 1 if you are declaring a personal interest, **or** level 2 if you are declaring a personal and prejudicial interest.

The form must then be signed and dated. Please remember that if during the actual meeting you realise that you need to declare an interest on an additional Agenda Item number please simply amend the form during the meeting.

The form must be handed into the Committee Administrator at the end of the meeting.

NB. The following is a summary prepared to assist Members in deciding at the actual meetings their position on INTERESTS it is not a substitute for studying the full explanation regarding INTERESTS, which is contained in the Council's Constitution and the Code of Conduct for Councillors, which is legally binding.

Members and Officers are welcome to seek, PREFERABLY WELL IN ADVANCE of a meeting advice from the Council's Monitoring Officer on INTERESTS.

Personal Interests

May relate to employment or business interests
May relate to property interests
May relate to contents
May relate to interests in other bodies
OR if a decision on the matter to be discussed:
MIGHT REASONABLY BE REGARDED AS AFFECTING (A MEMBER OR OFFICER) TO A GREATER EXTENT THAN OTHER COUNCIL TAX PAYERS, RATEPAYERS OR INHABITANTS OF THE AUTHORITY'S AREA, the well being or financial position of himself, a relative or a friend or any employment, business, interest, etc. of such a person.

Prejudicial Interests

A Member with a personal interest ALSO has a prejudicial interest if a member of the public with knowledge of the relevant facts would reasonably regard as so significant that it is likely to prejudice the Members judgement of the public interest.
(Note – there are special provisions which may exclude the above provisions in certain circumstances.)

Action to be Taken – Personal Interests

Must disclose to the meeting
- existence of the interest
- the nature of the interest

Action to be Taken – Personal and Prejudicial Interests

Must:-
- declare existence and nature
- withdraw from the room
- not seek improperly to influence a decision on the matter.
(Note – there are some exceptions when acting in a scrutiny capacity.)

DRAFT

PARISH COUNCILS LIAISON GROUP

Minutes of the meeting held on Wednesday, 13th October 2010 at Retford Town Hall

Present :

Councillors: F Hart (Chair)
H M Brand, R B Carrington-Wilde, D Challinor, G Freeman, M T Gray, D A Hare,
J B Rickells and Mrs K Sutton.

Parish Council Representatives: G Brown, H Burton, H Dunkley, P Nicholson and L Perry.

Officers in attendance: S Brown, J Hamilton, L Oxlade and K Tarburton.

Members of Standards Committee: Mr G Law and Mr B Letherland.

Also present: Councillor K H Isard – Cabinet Member
Mrs Una Kay – Census Area Manager for Bassetlaw, Bolsover,
Chesterfield, Mansfield, Newark and Sherwood.

13. ALDERMAN F H MARTIN

As this was the first meeting of the Group since Alderman Martin's death, a minute's silence was held in remembrance of him, his service to the Council and his work with the parishes.

14. SUSPENSION OF COUNCIL PROCEDURE RULES FOR 15 MINUTES TO ALLOW QUESTIONS

(a) Switching-off Street Lights

The representative of Mattersey Parish Council informed the Group of a recent television interview during which proposals were announced that street lights would be switched off during the night in some areas. He asked if the District Council was aware of these proposals and if any consultation had taken, or is due to take, place. The Senior Manager Support Services and the Cabinet Member for Support Services reported that they were not aware of any such proposals in Bassetlaw, but that this did not mean that the County Council had not informed the District Council. The proposals were discussed and some members of the Group expressed concerns about health and safety issues and the fear of crime.

AGREED that the Senior Manager Support Services seeks to confirm whether Nottinghamshire County Council had informed Bassetlaw District Council of these proposals.

15. APOLOGIES

Apologies for absence were received from Councillor Miss M Stokes and Parish Representatives C Fraser, L Jeffries and D Langmead.

16. DECLARATIONS OF INTEREST BY MEMBERS AND OFFICERS

(a) Members

There were no declarations of interest by Members.

(b) Officers

There were no declarations of interest by officers.

17. MINUTES OF THE MEETING HELD ON 14TH JULY 2010

RESOLVED that the Minutes of the meeting held on 14th July 2010 be approved.

18. MINUTES FOR ACTION

With reference to 11(b) – Presentation on LEADER Funding, the Chairman reported that his parish council had not received a copy of the slideshow presentation, as agreed.

RESOLVED that:

1. The Minutes for Action be received.
2. The matter of the copy of the slideshow presentation on the LEADER funding be chased.

19. OUTSTANDING MINUTES LIST

Outstanding Minutes Nos 18(i) and 9 both refer to Safer Neighbourhood Groups and progress with regard to a representative of the Police being in attendance to answer questions on this was questioned. The Senior Manager Support Services reported that, in light of imminent cutbacks in public spending, the Police had not felt they had the resources to attend public meetings/events; however, this would be reviewed once the Spending Review had been announced on 20th October 2010.

RESOLVED that the Outstanding Minutes List be received.

SECTION A - ITEMS FOR DISCUSSION IN PUBLIC

Key Decisions

None.

Other Decisions

20. CENSUS 2011

A presentation on the forthcoming Census was given by Mrs Una Kay, the Area Manager for Bassetlaw, Bolsover, Chesterfield, Mansfield, Newark and Sherwood. She asked the parish councils to encourage all their residents to complete and return the forms, which can also be completed online, particularly hard-to-reach and vulnerable groups, including the gypsy and travelling community. Data is important for a number of reasons, including assessments for funding, and family/social history, and such information is held anonymously and de-personalised. 50-60 canvassers are needed for the Bassetlaw area for the collection of non-returned forms. Details of jobs are available on the Census website (www.census.gov.uk) and are open to anyone 16 years and over who holds a National Insurance number. Census Day is the 27th March 2011.

Members of the Group asked questions which were replied to by the Census Area Manager.

AGREED that:

1. Thanks be recorded to the Census Area Manager for her informative presentation.
2. Parish councils encourage all their residents to complete and return their Census 2011 forms.

21. ITEMS FROM PARISH COUNCILS

(a) Anti-Social Behaviour – Mattersey Parish Council

The representative from Mattersey Parish Council informed the Group of anti-social behaviour in Mattersey Thorpe, the residents' actions to date and their fear that further services will be lost due to the imminent cutbacks.

An Anti-Social Behaviour Officer was in attendance and she gave a summary of her actions to date in Mattersey Thorpe and outlined the current structure and general duties of the Anti-Social Behaviour Team. The Ward Members for Langold and Harworth gave examples of youth initiatives in their Wards and help which is currently available.

AGREED that:

1. Thanks be recorded to the Anti-Social Behaviour Officer for her attendance, and work and support to date.
2. Parish councils contact the Anti-Social Behaviour Team and the Senior Manager Support Services for help with anti-social behaviour and youth initiatives respectively.

22. ITEMS SUBMITTED BY BASSETLAW DISTRICT COUNCIL

(a) Local Development Framework Update – October 2010

An update on the Core Strategy and Site Allocations Documents as at October 2010 was presented to the Group for information.

AGREED that:

1. The report be received.
2. Parish councils contact Richard Schofield, Planning Policy and Conservation Manager, on 01909 533493 or email: richard.schofield@bassetlaw.gov.uk if further information or a presentation to their parish council is required.

(b) New Conservation Area Designations

A briefing paper on New Conservation Area Designations was presented to the Group for information.

AGREED that:

1. The report be received.
2. Parish councils contact Oliver Scott, Conservation Officer, on 01909 533191 or email: oliver.scott@bassetlaw.gov.uk if further information or a presentation to their parish council is required.

23. ANY OTHER BUSINESS WHICH THE CHAIRMAN CONSIDERS TO BE URGENT

(a) Planning Aid – 21st October 2010

The Senior Manager Support Services informed the Group that there are six places available at the Planning Aid event arranged for 21st October 2010 at Carlton-in-Lindrick Village Hall, 6.30pm for a 7.00pm start.

AGREED that interested parish councils contact Karen Tarburton on 01909 535563 or email: karen.tarburton@bassetlaw.gov.uk or RCAN.

As there was no other business to be discussed the Chairman closed the meeting.

MINUTES FOR ACTION AND IMPLEMENTATION SHEET

PARISH COUNCILS LIAISON GROUP

13/10/10

FROM: Senior Democratic Services Officer TO: ASB Team = Anti-Social Behaviour Team
CO = Conservation Officer
PPCM = Planning Policy & Conservation
Manager
SSSM = Senior Manager Support Services

The following decisions are brought to your attention for action by the appropriate officers within your Service:

14. SUSPENSION OF COUNCIL PROCEDURE RULES FOR 15 MINUTES TO ALLOW QUESTIONS

(a) Switching-off Street Lights

AGREED that the Senior Manager Support Services seeks to confirm whether Nottinghamshire County Council had informed Bassetlaw District Council of these proposals.

SSSM

18. MINUTES FOR ACTION

With reference to 11(b) – Presentation on LEADER Funding, the Chairman reported that his parish council had not received a copy of the slideshow presentation, as agreed.

RESOLVED that:

2. The matter of the copy of the slideshow presentation on the LEADER funding be chased.

SSSM

20. CENSUS 2011

AGREED that:

2. Parish councils encourage all their residents to complete and return their Census 2011 forms.

All Parish Councils

21. ITEMS FROM PARISH COUNCILS

(a) Anti-Social Behaviour – Mattersey Parish Council

AGREED that:

2. Parish councils contact the Anti-Social Behaviour Team and the Senior Manager Support Services for help with anti-social behaviour and youth initiatives respectively.

Parish Councils/ASB Team/SSSM

22. ITEMS SUBMITTED BY BASSETLAW DISTRICT COUNCIL

(a) Local Development Framework Update – October 2010

AGREED that:

2. Parish councils contact Richard Schofield, Planning Policy and Conservation Manager, on 01909 533403 or email: richard.schofield@bassetlaw.gov.uk if further information or a presentation to their parish council is required.

Parish Councils/PPCM

(b) New Conservation Area Designations

AGREED that:

2. Parish councils contact Oliver Scott, Conservation Officer, on 01909 533191 or email: oliver.scott@bassetlaw.gov.uk if further information or a presentation to their parish council is required.

Parish Councils/CO

23. ANY OTHER BUSINESS WHICH THE CHAIRMAN CONSIDERS TO BE URGENT

(a) Planning Aid – 21st October 2010

AGREED that interested parish councils contact Karen Tarburton on 01909 535563 or email: karen.tarburton@bassetlaw.gov.uk or RCAN.

Parish Councils

PARISH COUNCILS LIAISON GROUP

Wednesday, 19th January 2011

OUTSTANDING MINUTES LIST

Members please note that the updated positions are shown in bold type following each item.
(SSSM = Senior Support Services Manager)

<u>Min. No.</u>	<u>Date</u>	<u>Subject</u>	<u>Decision</u>	<u>Officer Responsible</u>
18(i)	14.10.09	Future of Safer Neighbourhood Groups	Agreed that the Community Safety Co-ordinator be invited to a future meeting to discuss the work of the Council's Community Safety Unit The Community Safety Co-ordinator be invited to a future meeting when the future direction of the Safer Neighbourhood Groups is known	SSSM
9.	14.7.10	Outstanding Minutes List	2) The Police be invited to attend the next meeting of the Parish Councils Liaison Group to discuss the review of the Safer Neighbourhood Groups. The Police be invited to a future meeting when resources are available	SSSM

PLANNING POLICY UPDATE JANUARY 2011

1. The Local Development Framework

Core Strategy

As you may already be aware, the final consultation on the Council's Core Strategy has now closed. Among the large number of respondents were several Parish Councils, with the vast majority being supportive of the proposals. All responses received are currently being assessed. The Council has, however, limited scope to make anything other than minor changes to the document before it is submitted to the Secretary of State later in January. Once this has occurred, a date will be set for an Examination in Public later in the year, where the merits of the document will be discussed in front of an independent Planning Inspector.

Site Allocations

The next key planning document to be produced will be the Site Allocations document. This will, ultimately, formally allocate sites across the District for new housing and employment (among other uses). It is this document that is likely to generate the most significant levels of public interest and one on which we will continue to work closely with Parish Councils, and local District Councillors, sharing the results of feedback and ensuring that any new allocations reflect local wishes.

We aim to begin the first stage of work on this document later this month, when we will be sending out questionnaires to residents in a number of rural settlements across the District (those identified in the Core Strategy as potential areas for limited growth). The aim of this work is to get local views on whether new development would be welcome and, if so, what sort of development may be appropriate. As you may be aware, Parish Councils have already been asked for their views on the content of the questionnaire and a number have, very helpfully, agreed to facilitate its delivery and collection.

2. Other Recent Government Proposals

You may also be interested to read about a number of recent Government proposals aimed at giving local communities greater say over what happens in their area. This will set the context for much future planning work, particularly with regard to the Local Development Framework.

The Localism Bill 2010

The Localism Bill was published on 13 December 2010. It deals with a wide range of issues, although only those relevant to planning are covered here. The Bill is expected to become law in the summer of 2011, although its details may change as it goes through Parliament.

First, it introduces the concept of Neighbourhood Plans, which could be produced by local people. Neighbourhood Plans will be able to set out a community's policies for the development and use of land in their area for a given period of time. The Plans will undergo a 'light touch' examination by an independent assessor to ensure that they comply with legal requirements and national policy, and are aligned with neighbouring plans and the strategic elements of the District Council's Local Development Framework. If a majority of residents within the Neighbourhood then vote in favour of the Plan in a local referendum, local Councils will have to formally adopt it as planning policy. The plans can set higher, but not lower, housing figures for an area than those set out in the District Council's Core Strategy.

Second, where local people are most keen to take control and have certainty over development, they would be able to define specific developments or types of development that, if proposed, would have automatic planning permission without the need for any application to the District Council. To achieve this, local residents will need to produce Neighbourhood Development Orders. These Orders will rely, initially, on local referendums, with only 51% of local residents needing to be in favour of them for them to be approved.

Neighbourhood development plans and orders (see below) would be brought forward by parish councils or community groups that have been designated as 'neighbourhood forums'. The Bill provides flexibility for residents to define 'neighbourhoods', which could be as small as part of a parish, or a new area defined by a new neighbourhood forum. The Bill will impose a duty on local planning authorities to support parish councils and forums in developing their proposals.

Third, the Bill would give communities the 'right to build', which will allow them to take forward certain types of development without the need to apply for planning permission. The District Council must, however, decline to consider a 'right to build' proposal if they consider it is likely to have significant effects on the environment.

Fourth, the Bill would abolish the Regional Spatial Strategy, to which the Council previously had to have regard in relation to assessing planning applications and developing new local planning policy.

Fifth, an applicant must publicise a proposed application before submission, and have regard to any responses to consultation (most probably this will be for larger developments only - currently proposed for housing schemes of over 200 dwellings and otherwise, floorspace in excess of 10,000 sqm).

Sixth, District Councils would be required to draw up a list of assets of community value, with input from local community organisations such as Parish Councils. The aim is to ensure that, if such assets were to be sold or leased, local communities would be given time to buy or lease them.

Finally, District Councillors would be free to campaign, express views and vote on matters without being accused of having predetermined their decision on the application.

New Homes Bonus

The Government has promised to incentivise housebuilding across the country from April 2011, by giving additional funds to District Councils equal to the council tax that would be charged on each new home and/or vacant property brought back into use, for each of the six years after that home is built/occupied.

While the Government has yet to confirm precise details, District Councils will have the freedom to spend New Homes Bonus money according to local wishes (on, for example, improving play areas; transport improvements or town centre initiatives) and the Government expects local councillors to work closely with their communities - and in particular the neighbourhoods most affected by growth - to understand their priorities for investment and to communicate how the money will be spent.

Community Infrastructure Levy (CIL)

The CIL is a charge that District Councils can make on all new development in order that the necessary infrastructure needed to support that development (e.g. transport upgrades; school places; play areas) can be provided. Introducing such a Levy is a complicated process that the Council is currently exploring.

Rural Affordable Housing Programme

The District Council will shortly begin working with 'Registered Housing Provider' partner bodies to establish the possibilities, with Parish Councils and local residents, of building affordable houses on so-called 'exception' sites in rural areas, (i.e. sites where housing would not usually be permitted). Such housing would be let to those in rural areas with a family or work connection to the village(s) in which the affordable housing would be built.

We are already assisting Everton with a site and will be writing to all rural Parishes in the near future to see where there is interest in pursuing other affordable housing sites.

Please contact Richard Schofield (Planning Policy & Conservation Manager) on richard.schofield@bassetlaw.gov.uk or 01909 533493 if you have any further questions about the above.

